



TMRS

Acceptable Proofs of Birth

Purpose:

Date of birth must be verified before payment of any monthly annuity can be made. Date of birth may be established by providing an **unaltered photocopy** of any one of the documents listed below.

1. **Official Certificate of Birth** issued by the state in which the birth occurred. Consult the County Clerk for necessary forms and instructions.
2. **Delayed Certificate of Birth** issued by the state in which the birth occurred. Consult the County Clerk for necessary forms and instructions.
3. **Bureau of Census Transcript** from Dallas, Texas (214) 640-4470, stating the age of the individual at the time a census was registered.
4. **Baptismal or Parish Record** indicating the age of the individual at the time of baptism. Please complete a *Baptismal or Parish Record Affidavit* if this form of proof of birth is submitted (contact TMRS at (800) 924-8677).
5. **Family Bible Record** indicating the birth date of the individual. Please complete a *Family Bible Record Affidavit* if this form of proof of birth is submitted (contact TMRS at (800) 924-8677).
6. **Naturalization/Immigration Certificate** indicating the age of the individual.
7. **Armed Forces Discharge Papers (DD214 or equivalent).**
8. **Signed letter from Social Security Administration** indicating the date of birth of the individual which has been accepted by Social Security Administration.
9. **Passport**
10. **School Record**
11. **Insurance Policy** (must be at least 10 years old)
12. **Marriage License** indicating either date of birth or age at time of marriage of individual.
13. **Child's Birth Certificate** indicating age of parent (individual whose date of birth is being certified).

Name Certification

If the name provided on the proof of birth is different from the name on TMRS records, a *Name Certification* (TMRS-30) must be completed by the member or beneficiary which certifies the two names are the same person.

Texas Municipal Retirement System
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